

## OCCUPATIONAL HEALTH ADVISOR

- Employer: Sefton Metropolitan Borough Council
- Salary: Grade H, £39,513 per annum plus Market Supplement of up to £5k
- Location: Magdalen House
- Contract: Permanent
- Working Pattern: Part-Time / Full Time / Job-Share
- Hours: 36 hours per week.
- DBS Check: Enhanced check with an Adults Barred Check List
- Closing Date: 23rd February 2025
- Reference: TBC

We are excited to share an opportunity that has arisen following the retirement of our longstanding Occupational Health Advisor. At Sefton we are fortunate to operate a blended approach to occupational health and this role will be key in developing and shaping the in-house service further to ensure we are meeting the current health and wellbeing needs of our internal workforce and external school customers.

At Magdalen House, Bootle, we have a modern and fully equipped OH unit as well as a temporary satellite site based at our Hawthorne Road depot. Our diverse roles mean that no two days are the same which all adds to the enjoyment and potential challenge of the role.

To enhance the OH service we also utilise specific support from a doctor, who is available to advise and assist with more complex work, a physiotherapist, and counselling support who frequently attend on-site appointments with referred staff.

Our preferred candidate will have a keen eye for detail and be able to produce high standard reports which incorporate realistic recommendations which will provide realistic guidance to manager to assist with the recovery of their staff.

The post salary is based on a 36-hour working week. However, applications are also invited from applicants seeking to work on a part time or job-sharing basis with pro rata pay reflected to the hours worked. A Market supplement of £5K maximum may be payable in addition to the substantive salary dependent on the applicant's knowledge, experience and current salary, and any potential for a market supplement will be discussed at interview.

In today's rapidly evolving work environment the Council recognises that flexible working has become pivotal in fostering a satisfied workforce and increasing overall job satisfaction. We therefore operate a Flexible Working Scheme with specified core hour working times between 10:00-12:00 and 14:00-15:00, a 30-minute minimum and 2-hour maximum lunch break, and a wide bandwidth of working times between the hours of 07:30-18:30. This provides employees with greater flexibility to balance work and personal responsibilities.

The Council also recognises that modern working practices can enable employees to maximise their performance and productivity and maintain good work life balance. Consequently, agile working (a combination of home and office-based working) can be available following the initial probationary period and subject to satisfactory performance.

IT equipment would be provided to enable the successful candidate to work independently and remain in contact with the OH manager, OH partners and service users via portal links which provides benefits such as reduced commute time and a quiet working environment as and when required. The OH service offers service users OH appointments either face-to-face within an office environment or via Teams internet provision.

Agile and flexible working are subject to agreement with the OH Manager and operational service requirements which may require office-based attendance at specified times.

If you would like to learn more about this interesting role or would like to visit the Unit to see for yourself what a wonderful environment you could be working in please contact Russell Taylor by emailing [russell.taylor@sefton.gov.uk](mailto:russell.taylor@sefton.gov.uk) or call 0151 934 3650.

Closing date: 23<sup>rd</sup> February 2025  
Interview Date: 27<sup>th</sup> February 2025  
Venue: Health Unit, 2nd Floor Magdalen House, 30 Trinity Road,  
Bootle L20 3NJ

The interview will comprise of:

- 15 minutes for you to review and prepare notes for indicative Health Unit referrals.
- Interview.

### **EQUAL OPPORTUNITIES**

Sefton Council strives to ensure that our workforce is inclusive and representative of our communities. A diverse workforce is important to us, our staff bring with them a wide range of experiences, views, ideas, and innovations, and we are committed to providing an environment that recognises, respects, and values everybody's identity, where individual differences are strengths and where everyone can thrive and maximise their potential. We are always open to learning and growing as an organisation, and we welcome new ideas and initiatives that promote equality, diversity, and inclusion.

We are an Equal Opportunities Employer; all candidates will receive equal treatment. Our decision to appoint will be based upon whether an individual's skills, experience, qualifications, and abilities make them the most suitable candidate for the role.

### **GUARANTEED INTERVIEW SCHEME**

Please note that all disabled applicants who meet the essential criteria for these jobs (as given in the Person Specification) and who want to apply under the Disability Confident Scheme will be invited to interview.

If you are currently in care or have previously been in care, we provide a guaranteed interview scheme for care experienced people if you meet the essential requirements for the role.

## How to apply

Please apply online via the link provided - [Sefton Metropolitan Borough Council](#)

Please note, we do not accept CV's (unless specified on the advert).

Please fully complete the online application form.

